



FREMONT PLANNING BOARD
October 2, 2013
Meeting Minutes

Present: Chairman Roger Barham, Vice-Chairman John (Jack) Karcz, Members John (Jack) Downing, Selectman Brett Hunter, Alt. Phillip Coombs, Building Official Bob Meade, RPC Circuit Rider Jenn Rowden and Land Use AA/Recording Secretary Meredith Bolduc.

Mr. Barham opened the meeting at 7:00 pm.

At the August 7, 2013 meeting Mr. Barham designated Alt. Coombs to fill a vacancy on the Board until the Board of Selectmen fills the vacancy, as allowed by RSA 673:12, III. This designation remains in effect.

MINUTES

Mr. Coombs made the motion to approve the minutes of the September 18, 2013 meeting as written. Motion seconded by Mr. Downing with unanimous favorable vote except for Mr. Karcz and Mr. Hunter who abstained.

BEEDE SPAULDING, LLC,
Map 3 Lot 56

The Board received:

- A copy of a September 26, 2013 correspondence from Town Administrator Heidi Carlson to Treasurer Kimberly Dunbar relative to withdrawal of from escrow account to cover invoice #722464 to Stantec in the amount of \$1,545.23 and \$40 for the Town of Fremont to cover the administrative fees.
- A copy of a September 27, 2013 third cistern report from Town Engineer Dan Tatem stating that the remaining comments from their September 12, 2013 letter have now been addressed.

PALMER CLEANOUTS & DISPOSAL, LLC

Timothy and Geraldine Palmer
706 Main Street, Map 2 Lot 149-01

Mrs. Bolduc reported that Geraldine Palmer has applied to the ZBA for Special Exception to Article XI E-6.1 and the public hearing is scheduled for October 22, 2013.

SEACOAST UNITED SOCCER CLUB

Map 6 Lot 020-001

Mrs. Bolduc reported that she has contacted Chris Albert for an update on the status of the additional plantings and drawing of an amended Conservation Easement Deed relative to SUSC. She has not heard back from him.

MASTER PLAN

PLANNING BOARD PROJECTS FOR 2014

Mrs. Rowden reported that there can be a matching contract with RPC of \$3,600 total (with the Town responsible for \$1,800) that will complete amendments to the **Energy** and **Growth Control** chapters of the Master Plan. After some conversation it was agreed that she move ahead with that contract and have it for the Board to sign and encumber funds at the next meeting.

CIP

Mr. Barham reported that he met with Gene Cordes to discuss establishing a CIP Committee and plan. He will write up a procedure for a 5-year plan to satisfy the requirements of the CIP based on Mr. Cordes input. The procedure will then be put before the Board of Selectmen. Mr. Barham noted that the budget committee can only act on what has been presented to them by the Selectmen.

ZONING ARTICLE XVIII

The Board discussed Article XVIII Section 10 (Open Space Preservation Ordinance) of the Fremont Zoning Ordinance and some conflicts between the article and the Subdivision Regulations including increased lot density when wetland is involved. Mrs. Rowden presented a draft of possible minor revisions to that ordinance. She emphasized allowing a variety of lot sizing and reminded the Board that Towns must provide the opportunity for workforce housing (see section 10.2 c - Purposes). Mrs. Rowden submitted graphics that helped the Members visualize some different options of lot configuration with upland and wetland. The Board considered revising section 10.10 (Standards for Building Lots and Site Design) from $\frac{3}{4}$ acre (32,670 sf) with no minimum dry area to 1 acre (43,560 sf) and at least $\frac{1}{2}$ acre of contiguous dry land; slopes not to exceed 20%.

Mr. Meade suggested the lots be increased to $\frac{3}{4}$ -acre dry area and increase with wetland present. This prompted a discussion relative to lot density and Mr. Barham said one of the reasons to increase the lot density would be to allow for construction of out buildings. Mr. Karcz, Mr. Coombs, Mr. Downing and Mr. Hunter all said they would stay with the existing $\frac{3}{4}$ -acre total, but with $\frac{1}{2}$ -acre contiguously dry. Mr. Barham agreed. Mrs. Rowden reminded the Board that, if they should need it, there is the clause in section 10.11 that says lot configuration needs to meet the Planning Board's approval.

Mr. Karcz reminded the Board that one developer who may have otherwise considered the open space design felt the single family 70/30 ratio to be too restrictive. This led to a conversation about single/duplex ratio and Mr. Barham suggested that the Board can relax the rule in certain cases. Mrs. Rowden said the 70%-rule is only for parcels of 12-acres or larger.

Mrs. Rowden also submitted an amendment draft for Article XVIII Section 10.11(e) – Landscaping. It was agreed, as per the April 17, 2013 meeting, that amendment to this section to change verbiage from “shall” to “may be required by the Planning Board” would be included in the Public Hearing for zoning amendments.

After careful consideration Mr. Karcz made the motion to schedule a first Public Hearing for 7:00 pm on November 6, 2013 and a second, should it be necessary, for 7:00 pm on November 20, 2013 for the Planning Board to consider the following amendments to Article XVIII of the Fremont Zoning Ordinance:

~~Delete~~

Add new

- Section 10.10 (a) Standards for Building Lots and Site Design

Lot Shape and Size: House lots and building envelopes should generally be square or rectangular in shape and contain adequate upland area to accommodate average-sized houses and typical amenities such as garages, pools and sheds, including reasonable areas for expansion of these buildings. The minimum lot size shall be no less than three quarters ($\frac{3}{4}$) of an acre or thirty two thousand six hundred and seventy (32,670) square feet per dwelling unit.

At least one half (1/2) of an acre or twenty one thousand seven hundred and eighty (21,780) square feet of contiguous land of every lot laid out (after the adoption of this amendment) for residential use shall be buildable land with soils dry enough to permit for installation and use of facilities for disposal of sanitary waste(s) disposal facilities and shall not have slopes exceeding twenty percent (20%).

- Section 10.11 (e) Open Space Standards

“Landscaping: *Landscaping of common areas (such as community greens, cul-de-sac islands, and along both sides of new streets) ~~shall be landscaped with deciduous shade trees~~ may be required by the Planning Board*”. The minimum caliper of trees along roadways shall be three (3) inches measured at a point six (6) inches above the root ball, and spaced every one hundred (100) feet along the road right-of-way. Species shall be salt tolerant.

Motion seconded by Mr. Hunter with unanimous favorable vote.

Some additional amendments as suggested by Joe Nichols were discussed with no decisions made.

- Conditional Use Permit application?
- Calculations for all the areas of upland, wetland, usable space etc. takes up a lot of space on the plan. Maybe allow it to be a separate spread sheet not required to be on the plan.
- Make the 4,000 s.f. reserve area a rectangle and give it a standard dimension of 40 x 100, or some restraint so it's not a weird shape. This will allow for a conventional leach field if needed.
- Make a request of a house box size similar to the town of Brentwood's requirements. This will make sure there is adequate space for a normal sized house with extras.
- Minimum acreage for Open Space development within Aquifer.

Mr. Barham suggested that some time in the future the Board look into how donor/recipient development works where a developer trades off open space on the property he is developing for the same in another area on another property in order to develop his land. This prompted a pro and con conversation relative to this form of “transfer of buildable rights” and whether this could work to enlarge open space land. Mr. Barham said this is a scenario where it may take open space development to a next level.

BUILDING INSPECTOR

Mr. Meade reported:

- Seacoast Farms, Shirkin Road Map 5 Lot 035: He went out to Seacoast Farms for an inspection. He contacted Bob Kelly relative to a complaint of a truck after hours at Seacoast Farms. Mr. Kelly said the truck had a breakdown, was fixed, and left the premise.
- Dan Tatem wanted Mr. Meade to inspect the conduits along the construction of the extension of Spaulding Road. Mr. Meade feels this is the responsibility of the Town Engineer, Road Agent and utility company for conduit going under and beside the road. A licensed Electrician should also be present. The Board agreed.
- There has been a complaint from a resident on Hall Road about site distance on entering Rt 107. There has also been a complaint relative to a back- up for power in case of an outage that would cause a lack of pump pressure for the existing sprinkler systems.

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- Alfred Patterson came into the office and is looking to move ahead with the asphalt plant in the area of the Corporate Commercial District on Shirkin Road.
- He has sent a letter to Katie Scholes in answer to her inquiry about what she could do with her property at 827 Main Street, Map 2 Lot 93-2. He found that she was told some years ago in two written statements from Thom Roy who was the Code Enforcement Officer at the time that the property would not be zoning compliant for other than single family occupancy. He added that the property may be currently used for multi uses that are not zoning compliant.

Mr. Rowden reminded the Board of the Oct 10, 2013 Regional Master Plan session in Brentwood. She related dates and locations of the other upcoming sessions and urged the Members to attend.

INCOMING CORRESPONDENCE

There was no incoming correspondence.

Mr. Hunter made the motion to adjourn at 9:15 pm.
Motion seconded by Mr. Karcz with unanimous favorable vote.

Next regular meeting: October 23, 2013.

Respectfully submitted,

Meredith Bolduc, Land Use AA/Recording Secretary

ACTION ITEMS

From the September 18 meeting

Rowden:

- Draft some verbiage for some minor revisions to Article XVIII Section 10 (Open Space Preservation Ordinance) of the Zoning Ordinance relative to increased lot density when wetland is involved. Completed.
- Talk with Julie LaBranche to find out if a review the stormwater regulations could be done through the RPC Collaborated project. Completed.
- Get a contract quote from RPC for finishing the Energy Chapter of the Master Plan and update the Growth Chapter. Completed.

Bolduc:

- Draft notice for the October 23, 2013 Public Hearings. Completed.

Barham:

- Meet with Gene Cordes relative to the CIP and report the results back to the Board. Completed.

From the October 2 meeting

Rowden:

- Submit a matching contract with RPC of \$3,600 total (with the Town responsible for \$1,800) that will complete amendments to the Energy and Growth Control chapters of the Master Plan.

Barham:

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- Write up a procedure for a 5-year plan to satisfy the requirements of the CIP based on Mr. Cordes input.

Bolduc:

- Draft notice for the November 6 & 20, 2013 Public Hearings.

PROJECTS PENDING/COMPLETED WITH RPC

- CIP Annual Process - Funded with the 2010 Targeted Block Grant (TGB); completion date of June 30, 2010. Paid Towns share of **\$1,000** in December 2009. Pending as of this date.
- Provide one (1) final paper copy and one (1) electronic version of the updated MP. Provide one (1) final copy of all elements of the CIP annual update process- Funded with the 2010 Targeted Block Grant (TGB); completion date of June 30, 2010. Paid Towns share of **\$1,000** in December 2009. Pending as of this date.
- Vision Chapter of MP - Funded with the 2012 Targeted Block Grant (TGB); completion date of June 30, 2012. Paid Towns share of **2,500** in November 2011. Completed.
- Energy Chapter of MP – Funded through the Energy Technical Assistance Program (ETAP) (no Town cost-share). Completion date of April 30, 2012. Pending as of this date.

Updated project timeline table below.

RPC

Projects Non-CTAP	Status	2009 30 June	2010 30 June	2010 22 Sept	2010 27 Oct	2012	2012 April 30	2012 June 30
CIP Process Submittal Materials (2010 TBG)	Pending		Contracted	Completion Date				
1 final copy of updated MP, CIP elements (2010 TBG)	Pending		Contracted	Completion Date				
MP Vision Chapter update	Completed							Contract Completion date
MP Energy Chapter	Pending					Completion date		